

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing**

---

# **Housing Authority and Community Services Agency of Lane County**

**5 Year Plan for Fiscal Years 2001 - 2005  
Annual Plan for Fiscal Year 2001**

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH  
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name:**     Housing Authority & Community Services Agency (HACSA) of  
                         Lane County

**PHA Number:**   OR-006

**PHA Fiscal Year Beginning:** (mm/yyyy) 10/01/2000

**Public Access to Information**

Information regarding any activities outlined in this plan can be obtained by contacting:  
(select all that apply)

- ☒ **Main administrative office of the PHA**
- ☐ **PHA development management offices**
- ☐ **PHA local offices**

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ **Main administrative office of the PHA**
- ☒ **PHA development management offices**
- ☐ **PHA local offices**
- ☐ **Main administrative office of the local government**
- ☐ **Main administrative office of the County government**
- ☐ **Main administrative office of the State government**
- ☐ **Public library**
- ☐ **PHA website**
- ☐ **Other (list below)**

**PHA Plan Supporting Documents are available for inspection at: (select all that apply)**

- ☒ **Main business office of the PHA**
- ☐ **PHA development management offices**
- ☐ **Other (list below)**



**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction (select one of the choices below).

**The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.**

X **The PHA's mission is:**

Working together we are making a difference in the quality of housing and related community services.

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, PHAs ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS. (Quantifiable measures would include targets such as number of units or families assisted, PHAS scores achieved.) PHAs should

X **PHA Goal: Expand the supply of assisted housing.**

Objectives:

- X Apply for additional rental vouchers:
- X Reduce public housing vacancies:
- X Leverage private or other public funds to create additional housing opportunities:
- X Acquire or build units or developments
- \_\_\_ Other (list below)

X **PHA Goal: Improve the quality of assisted housing**

Objectives:

- X Improve public housing management: (PHAS score) 90%>
- X Improve voucher management: (SEMAP score)
- X Increase customer satisfaction:
- \_\_\_ Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- X Renovate or modernize public housing units:
- \_\_\_ Demolish or dispose of obsolete public housing:
- \_\_\_ Provide replacement public housing:
- \_\_\_ Provide replacement vouchers:

\_\_\_\_\_ Other: (list below)

  X   PHA Goal: Increase assisted housing choices

Objectives:

  X   Provide voucher mobility counseling:

  X   Conduct outreach efforts to potential voucher landlords

  X   Increase voucher payment standards

\_\_\_\_\_ Implement voucher homeownership program:

\_\_\_\_\_ Implement public housing or other homeownership programs:

\_\_\_\_\_ Implement public housing site-based waiting lists:

\_\_\_\_\_ Convert public housing to vouchers:

  X   Other: (list below)

Increase FMR and payment standard.

### **HUD Strategic Goal: Improve community quality of life and economic vitality**

  X   PHA Goal: Provide an improved living environment

Objectives:

  X   \_\_\_\_\_ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

  X   Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

  X   Implement public housing security improvements:

\_\_\_\_\_ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

  X   Other: (list below)

First priority given to senior/disabled applicants at Parkview Terrace, Veneta Villa, Cresview Villa, Riverview Terrace, 6-3 McKenzie Village, Lindeborg Place, and Laurelwood Homes.

### **HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

  X   PHA Goal: Promote self-sufficiency and asset development of assisted

ho

Objectives:

  X   Increase the number and percentage of employed persons in assisted families:

  X   Provide or attract supportive services to improve assistance

- recipients' employability:
- X   Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- X   Other: (list below)
- Continue to provide a high level of service to disabled residents.
- Applied for ROSS Grants.

## **HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- X   PHA Goal: Ensure equal opportunity and affirmatively further fair housing
- Objectives:
- X   Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- X   Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- X   Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- \_\_\_\_\_ Other: (list below)

## **Other PHA Goals and Objectives: (list below)**

Goal: Increase the number of affordable housing units by September 2005.

Indicator:- Build and/or purchase 150 housing units using a mix of local and federal funding.

Goal: Continue to receive high performer status through September 2005.

Indicators: -Obligate all Comp Grant (Capital Funds) within 18 months of grant award.  
 -Expend all Comp Grant (Capital Funds) with 36 months of grant award.  
 -Submit all MASS, RASS, and PHAS reports within required timelines.  
 -Score over 25 in the PHAS physical condition indicator.  
 -Score over 25 in the PHAS management operation indicator.

-Score over 6 in the Resident Services and Satisfaction indicator in PHAS.

Goal: Maintain a PHAS financial score of at least 27 (out of 30) or 90% through September 2005.

Indicators:

- Maintain a current ratio (unrestricted current assets/current liabilities) of at least 1.75:1
- Maintain an expendable fund balance {unrestricted current assets current liabilities (excluding current portion of long-term debt)} to cover at least 3 months of operations.
- Maintain tenant receivables outstanding of an average of less than 30 days.
- Maintain an occupancy loss ratio of less than 3%.
- Maintain total routine expenses of less than \$310 per unit (leased) per month in public housing. (To be adjusted annually for costs increases)
- Maintain a percentage positive ratio of net income (excluding depreciation) to expendable fund balance.

Goal: Continue to reduce crime in Public Housing through September 2005.

Indicators:

- Keep the rate of Public Housing youth participating in PHDEP programs rate of referral to the juvenile justice system at or below the countywide percentage. (Lane County youth are referred at a rate of 8%.)
- Lower the current rate of adjudication among Public Housing youth by 3%.
- Lower the current rate of drug arrests at HACSA developments (as recorded by LEDS) by 5%.
- Lower the current incidence of Part I and Part II crimes at HACSA developments (as recorded by LEDS) by 3%.

Goal: Continue to encourage and promote resident involvement through September 2005.

Indicators:

- Maintain the level of resident-elected Public Housing Advisory Committee (PHAC) representation at approximately 70% (69.23%) of Public and Assisted Housing complexes (9 out of 13 complexes).
- Assist residents in maintaining Resident Coordinating Groups and/or Resident Councils at 100% of Public and Assisted Housing complexes (13 out of 13 complexes).
- Assist residents in maintaining Resident Newsletters at approximately 60% (61.54%) of Public and Assisted Housing complexes (8 out of 13 complexes).

Goal: Maintain a minimum enrollment of ninety (90) Section 8 and twenty-eight (28) Public Housing families in the Family Self-Sufficiency Program.

Indicator:

- Maintain a minimum representation of twenty (20) community service agencies on the Family Self-Sufficiency Advisory Board.
- Promote the Family Self-Sufficiency Program, within the Section 8 Program, by presenting FSS information at a minimum of 50% of the new tenant Briefings for new Section 8 participants through September 2005.
- Continue the promotion of the FSS program through annual mailings of

FSS information brochures to all Section 8 and Public Housing residents.

Goal: Increase educational opportunities for Public Housing residents.

Indicator: Enable fifty (50) Public Housing residents to attend classes at Lane Community College through September 2005.

Goal: Create two local preferences for persons with disabilities and for victims of domestic violence who are leaving transitional housing. (Section 8 tenant-based assistance only)

Indicators: -Allocate a maximum number (25) of Housing Choice Vouchers, to be used during a 5 year period through a competitive grant process with agencies or non profits that provide services low income disabled individuals or families with disabled individuals. During the 5 year period the agency or non profit will provide on-going case management and services that allow the Section 8 family to maintain independent living.  
-Allocate a maximum number (25) of Housing Choice Vouchers, to be used during a 5 year period to victims of domestic violence and have completed the transitional housing program through Women Space. Women Space would need to provide on-going case management to these Section families to maintain their housing.

Goal: To provide decent, safe and sanitary housing for very low income families while maintaining their rent payments at an affordable level.

Indicators: -To increase the payment standard to 100 percent of the Fair Market Rents and to monitor the private market rents so Section 8 families have a greater opportunity to rent outside of poverty areas and increase the supply of housing choices for families.  
-To increase our yearly quality control inspections of recently completed Housing Quality Standards (HQS) inspections from 120 to 150 over a 5 year period to maintain decent, safe and sanitary housing for families.

Goal: To increase our allocation of Housing Choice Vouchers to meet the needs of the very low income families in our area.

Indicators: -To apply for and receive new voucher allocations through grant applications.

Goal: To promote a housing program which maintains quality service and integrity while providing an incentive to private property owners to rent to very low income families.

Indicators: -Maintain a professional working relationship with landlords/owners in our community through education and seminars on the Section 8 program. Through quality service to landlords/owners they will recognize the value of renting to Section 8 families. The Section 8 Division Director will continue to be a board member on the local Rental Owners Association.  
-By increasing the payment standard to 100 percent of the FMR's it will allow landlords/owners to increase their rents while allowing families to maintain affordable rent levels.



**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
[24 CFR Part 903.7]

**Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

**Streamlined Plan:**

- ☒ **High Performing PHA**  
☐ **Small Agency (<250 Public Housing Units)**  
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

**Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

**Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.**

The Housing Authority and Community Services Agency of Lane County has prepared this Agency Plan in accordance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The plans, statements, budget summary, and policies set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and are consistent with the Consolidated Plan of Eugene and Springfield.

**Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

## Table of Contents

|   | <u>Page #</u> |
|---|---------------|
| <b>Annual Plan</b>  |               |
| Executive Summary   |               |
| i Table of Contents   |               |
| 1. Housing Needs  | 6             |
| 2. Financial Resources  | 12            |
| 3. Policies on Eligibility, Selection and Admissions                    | 13            |
| 4. Rent Determination Policies  | 23            |
| 5. Operations and Management Policies                                   | 27            |
| 6. Grievance Procedures   | 28            |
| 7. Capital Improvement Needs  | 29            |
| 8. Demolition and Disposition   |               |
| 9. Designation of Housing   | 31            |
| 10. Conversions of Public Housing                                       |               |
| 11. Homeownership   | 34            |
| 12. Community Service Programs  | 36            |
| 13. Crime and Safety  | 39            |
| 14. Pets (Inactive for January 1 PHAs)                                  | 40            |
| 15. Civil Rights Certifications (included with PHA Plan Certifications) | 41            |
| 16. Audit   | 41            |
| 17. Asset Management  | 41            |
| 18. Other Information   | 42            |
| Resident Police Officer   |               |

## Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a SEPARATE file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

- ☒ Admissions Policy for Deconcentration
- ☒ FY 2000 Capital Fund Program Annual Statement
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☒ PHA Management Organizational Chart
- ☒ FY 2000 Capital Fund Program 5 Year Action Plan
- ☒ Public Housing Drug Elimination Program (PHDEP) Plan
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☒ Other (List below, providing each attachment name)

Capital Fund Annual Statement - Attachment A  
 Capital Fund 5-Year Statement - Attachment B  
 PHDEP Plan - Attachment C  
 Substantial Deviations - Attachment D

### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

| List of Supporting Documents Available for Review |  |  |
|---|--|--|
| Applicable & On Display                           | Supporting Document  | Applicable Plan Component                                    |
| X   | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations   | 5 Year and Annual Plans                                      |
| X   | State/Local Government Certification of Consistency with the Consolidated Plan   | 5 Year and Annual Plans                                      |
| X   | Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. | 5 Year and Annual Plans                                      |
| X   | Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction   | Annual Plan: Housing Needs                                   |
| X   | Most recent board-approved operating budget for the public housing program   | Annual Plan: Financial Resources;                            |
| X   | Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]   | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X   | Section 8 Administrative Plan  | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X   | Public Housing Deconcentration and Income Mixing Documentation: PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the   | Annual Plan: Eligibility, Selection, and Admissions Policies |

| Applicable & On Display | Supporting Document  | Applicable Plan Component               |
|-------------------------|--|---|
|                         | 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance</i> ; Notice and any further HUD guidance) and<br>18. Documentation of the required deconcentration and income mixing analysis |   |
|                         | Public housing rent determination policies, including the methodology for setting public housing flat rents<br>X check here if included in the public housing A & O Policy                             | Annual Plan: Rent Determination         |
| X                       | Schedule of flat rents offered at each public housing development<br>check here if included in the public housing A & O Policy   | Annual Plan: Rent Determination         |
| X                       | Section 8 rent determination (payment standard) policies<br>X check here if included in Section 8 Administrative Plan  | Annual Plan: Rent Determination         |
|                         | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)                                 | Annual Plan: Operations and Maintenance |
|                         | Public housing grievance procedures<br>check here if included in the public housing A & O Policy   | Annual Plan: Grievance Procedures       |
| X                       | Section 8 informal review and hearing procedures<br>check here if included in Section 8 Administrative Plan  | Annual Plan: Grievance Procedures       |
| X                       | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year   | Annual Plan: Capital Needs              |
| N/A                     | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant  | Annual Plan: Capital Needs              |
|                         | Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)   | Annual Plan: Capital Needs              |
| N/A                     | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing                                  | Annual Plan: Capital Needs              |
| N/A                     | Approved or submitted applications for demolition and/or disposition of public housing   | Annual Plan: Demolition and Disposition |
| N/A                     | Approved or submitted applications for designation of public housing (Designated Housing Plans)  | Annual Plan: Designation of Public      |

| Applicable & On Display | Supporting Document  | Applicable Plan Component                         |
|-------------------------|--|---|
|                         |  | Housing   |
| N/A                     | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act      | Annual Plan: Conversion of Public Housing         |
| N/A                     | Approved or submitted public housing homeownership programs/plans  | Annual Plan: Homeownership                        |
| N/A                     | Policies governing any Section 8 Homeownership program<br>check here if included in the Section 8 Administrative Plan  | Annual Plan: Homeownership                        |
| X                       | Any cooperative agreement between the PHA and the TANF agency  | Annual Plan: Community Service & Self-Sufficiency |
| X                       | FSS Action Plan/s for public housing and/or Section 8  | Annual Plan: Community Service & Self-Sufficiency |
| X                       | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports   | Annual Plan: Community Service & Self-Sufficiency |
| X                       | The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)                         | Annual Plan: Safety and Crime Prevention          |
| X                       | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit                         |
| N/A                     | Troubled PHAs: MOA/Recovery Plan   | Troubled PHAs                                     |
| X                       | Resident Police Officer Documentation  | Safety and Crime Prevention                       |
| X                       |  |   |

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make

OMB Approval N 0125730223  
Expires: 03/31/2002

| Housing Needs of Families in the Jurisdiction<br>by Family Type |         |               |        |         |               |         |          |
|---|---------|---------------|--------|---------|---------------|---------|----------|
| Family Type   | Overall | Affordability | Supply | Quality | Accessibility | 2. Size | Location |
| Income <= 30% of AMI  | 9,020 * | 5             | 5      | 3       | 1             | N/A     | N/A      |
| Income >30% but <=50% of AMI                                    | 7,634 * | 5             | 5      | 3       | 1             | N/A     | N/A      |
| Income >50% but <80% of AMI                                     | 9,053 * | 4             | 5      | 3       | 1             | N/A     | N/A      |
| Elderly   | 4,252   | 5             | 5      | 3       | N/A           | N/A     | N/A      |
| Families with Disabilities                                      | 45,714  | 5             | 5      | 3       | 5             | N/A     | N/A      |
| White   | 299,872 | 5             | 5      | 3       | 1             | N/A     | N/A      |
| Black   | 2,750   | 5             | 5      | 3       | 1             | N/A     | N/A      |
| American Indian   | 3,604   | 5             | 5      | 3       | 1             | N/A     | N/A      |
| Asian   | 7,892   | 5             | 5      | 3       | 1             | N/A     | N/A      |
| Hispanic  | 20,000  | 5             | 5      | 3       | 1             | 4       | N/A      |

\* Figures for Entitlement Area (Eugene/Springfield).

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

☒ Consolidated Plan of the Jurisdiction/s

Indicate year: \_\_\_\_\_

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

\_\_\_\_\_ American Housing Survey data

Indicate year: \_\_\_\_\_

\_\_\_\_\_ Other housing market study

Indicate year: \_\_\_\_\_

\_\_\_\_\_ Other sources: (list and indicate year of information)

#### A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

| Housing Needs of Families on the Waiting List   |               |                     |                 |
|---|---------------|---------------------|-----------------|
| <b>Waiting list type: (select one)</b><br><input type="checkbox"/> Section 8 tenant-based assistance<br><input type="checkbox"/> Public Housing<br><input checked="" type="checkbox"/> Combined Section 8 and Public Housing<br><input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)<br><b>If used, identify which development/subjurisdiction:</b> |               |                     |                 |
|   | # of families | % of total families | Annual Turnover |
| <b>Waiting list total</b>   | <b>4,176</b>  |                     | <b>53%</b>      |
| <b>Extremely low income &lt;=30% AMI</b>  | <b>2,756</b>  | <b>66%</b>          |                 |
| <b>Very low income (&gt;30% but &lt;=50% AMI)</b>   | <b>1,044</b>  | <b>25%</b>          |                 |
| <b>Low income (&gt;50% but &lt;80% AMI)</b>   | <b>125</b>    | <b>3%</b>           |                 |
| <b>Families with children</b>   | <b>3,024</b>  | <b>72%</b>          |                 |
| <b>Elderly families</b>   | <b>446</b>    | <b>11%</b>          |                 |
| <b>Families with Disabilities</b>   | <b>1,152</b>  | <b>28%</b>          |                 |
| <b>White</b>  | <b>3,670</b>  | <b>88%</b>          |                 |
| <b>Hispanic</b>   | <b>182</b>    | <b>4%</b>           |                 |
| <b>Black</b>  | <b>107</b>    | <b>2.5%</b>         |                 |
| <b>American Indian</b>  | <b>112</b>    | <b>3%</b>           |                 |
| <b>Asian</b>  | <b>50</b>     | <b>&lt;1%</b>       |                 |
|   |               |                     |                 |
| <b>Characteristics by Bedroom Size (Public Housing Only)</b>  |               |                     |                 |
| <b>1BR</b>  | <b>612</b>    | <b>15%</b>          | <b>100%</b>     |
| <b>2 BR</b>   | <b>244</b>    | <b>6%</b>           | <b>100%</b>     |

|              |           |               |             |
|--------------|-----------|---------------|-------------|
| <b>3 BR</b>  | <b>40</b> | <b>1%</b>     | <b>100%</b> |
| <b>4 BR</b>  | <b>0</b>  | <b>0%</b>     | <b>100%</b> |
| <b>5 BR</b>  | <b>1</b>  | <b>&lt;1%</b> | <b>100%</b> |
| <b>5+ BR</b> | <b>0</b>  | <b>0%</b>     | <b>0%</b>   |

**Is the waiting list closed (select one)? No ☒ Yes**  
**If yes:**  
**B. How long has it been closed (# of months)?**  
**Does the PHA expect to reopen the list in the PHA Plan year? No Yes**  
**Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes ☒**

### **C. Strategy for Addressing Needs**

**Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list IN THE UPCOMING YEAR, and the Agency's reasons for choosing this strategy**

The waiting list for both Public Housing and Section 8 will remain open, with the Agency providing orientations for top of the list applicants several times a month. This will allow the Agency to maintain a lease rate of 100% in Section 8 and reduce the number of vacancies in Public Housing.

Currently the Section 8 payment standard is at the minimum of 90% of the Fair Market Rent (FMR). Starting with the new fiscal year, the payment standard for one and two bedroom units will increase to 100% of the new FMR's. This will provide greater opportunities for Section 8 families in the rental market. We continue to monitor rents in the community and adjust the payment standard accordingly.

#### **(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

**Select all that apply**

- ☒ **Employ effective maintenance and management policies to minimize the number of public housing units off-line**
- ☒ **Reduce turnover time for vacated public housing units**  
Back up
- ☒ **Reduce time to renovate public housing units**  
Back up

- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Back up
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ 40% - Research; keep backup
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Research; keep backup
- ☒ Employ admissions preferences aimed at families with economic hardships

☒ **Adopt rent policies to support and encourage work**  
☐ **Other: (list below)**

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

☒ **Employ admissions preferences aimed at families who are working**  
☒ **Adopt rent policies to support and encourage work**  
**SOP excluded income? Over-income policy?**  
☐ **Other: (list below)**

**B. Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

☐ **Seek designation of public housing for the elderly**  
☒ **Apply for special-purpose vouchers targeted to the elderly, should they become available**  
☐ **Other: (list below)**

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

☐ **Seek designation of public housing for families with disabilities**  
☒ **Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing**  
☒ **Apply for special-purpose vouchers targeted to families with disabilities, should they become available**  
☒ **Affirmatively market to local non-profit agencies that assist families with disabilities**  
☐ **Other: (list below)**

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs  
☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units  
☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations  
☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☐ Funding constraints  
☐ Staffing constraints  
☐ Limited availability of sites for assisted housing  
☐ Extent to which particular housing needs are met by other organizations in the community  
☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA  
☒ Influence of the housing market on PHA programs  
☒ Community priorities regarding housing assistance  
☒ Results of consultation with local or state government  
☒ Results of consultation with residents and the Resident Advisory Board  
☒ Results of consultation with advocacy groups  
☐ Other: (list below)

**Statement of Financial Resources**

[24 CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds from one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing

| Sources                            | Planned Uses |
|------------------------------------|--------------|
| 1. Federal Grants (FY 2000 grants) |              |

| <b>Sources</b>   | <b>Planned \$</b> | <b>Planned Uses</b>                  |
|--|-------------------|--------------------------------------|
| <b>10/1/2000 - 9/30/2001</b>   |                   |                                      |
| <b>a) Public Housing Operating Fund</b>  | <b>1,150,000</b>  |                                      |
| <b>b) Public Housing Capital Fund</b>  | <b>1,437,000</b>  |                                      |
| <b>c) HOPE VI Revitalization</b>   |                   |                                      |
| <b>d) HOPE VI Demolition</b>   |                   |                                      |
| <b>e) Annual Contributions for Section 8 Tenant-Based Assistance</b>                         | <b>13,000,000</b> |                                      |
| <b>f) Public Housing Drug Elimination Program (including any Technical Assistance funds)</b> | <b>155,000</b>    |                                      |
| <b>g) Resident Opportunity and Self-Sufficiency Grants</b>                                   |                   |                                      |
| <b>h) Community Development Block Grant</b>  |                   |                                      |
| <b>i) HOME</b>   |                   |                                      |
| <b>Other Federal Grants (list below)</b>   |                   |                                      |
|  |                   |                                      |
| <b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>                    |                   |                                      |
| <b>Comp Grant 99'</b>  | <b>610,000</b>    | <b>Modernization &amp; Mgt. Imp.</b> |
|  |                   |                                      |
|  |                   |                                      |
| <b>3. Public Housing Dwelling Rental Income</b>  | <b>1,360,000</b>  | <b>PH Operations</b>                 |
|  |                   |                                      |
|  |                   |                                      |
| <b>4. Other income (list below)Interest</b>  | <b>40,000</b>     | <b>Operations</b>                    |
| <b>Tenant Repairs</b>  | <b>35,000</b>     | <b>PH Operations</b>                 |
| <b>Other</b>   | <b>10,000</b>     | <b>PH Operations</b>                 |
| <b>4. Non-federal sources (list below)</b>   |                   |                                      |
| <b>Donations</b>   | <b>1,000</b>      | <b>FSS Program</b>                   |
|  |                   |                                      |
|  |                   |                                      |
| <b>Total resources</b>   | <b>17,798,000</b> |                                      |

| Sources | Planned \$ | Planned Uses |
|---------|------------|--------------|
|         |            |              |
|         |            |              |

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing (Don Williams)**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent

##### **(1) Eligibility**

**a. When does the PHA verify eligibility for admission to public housing? (select all that apply)**

☐ When families are within a certain number of being offered a unit: (state number)

☐ When families are within a certain time of being offered a unit: (state time)

☒ Other: (describe)

Initial eligibility is determined at the time the application is submitted.

**b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?**

☒ Criminal or Drug-related activity

☒ Rental history

☒ Housekeeping

☐ Other (describe)

**c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?**

**d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?**

**e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)**

##### **(2)Waiting List Organization**

**a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)**

- ☒ Community-wide list  
☒ Sub-jurisdictional lists  
☐ Site-based waiting lists  
☐ Other (describe)

**b. Where may interested persons apply for admission to public housing?**

- ☒ PHA main administrative office  
☐ PHA development site management office  
☐ Other (list below)

**c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) Assignment**

**1. How many site-based waiting lists will the PHA operate in the coming year?**

**2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?**  
**If yes, how many lists?**

**3. ☐ Yes ☐ No: May families be on more than one list simultaneously**  
**If yes, how many lists?**

**4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?**

- ☐ PHA main administrative office  
☐ All PHA development management offices  
☐ Management offices at developments with site-based waiting lists  
☐ At the development to which they would like to apply  
☐ Other (list below)

**(3) Assignment**

**a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)**

☐ One

- ☐ Two  
☒ Three or More (with cause)

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

a. Income targeting:

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies  
☒ Overhoused  
☒ Underhoused  
☒ Medical justification  
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)  
☐ Resident choice: (state circumstances below)  
☐ Other: (list below)

a. Preferences

X 1. ☐ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection (5) Occupancy)

1. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

**Former Federal preferences:**

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing  
☐ Owner, Inaccessibility, Property Disposition)  
☐ Victims of domestic violence

- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

**Other preferences: (select below)**

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

If needed, preference will be given to meet the 40% requirement.  
 If needed, preference will be given to meet deconcentration requirements.  
 Incentive transfers.  
 Participants who are over/under housed.

**3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.**

**2 Date and Time**

**Former Federal preferences:**

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

**Other preferences (select all that apply)**

- ☐ Working families and those unable to work because of age or disability

- ☐ Veterans and veterans' families  
☐ Residents who live and/or work in the jurisdiction  
☐ Those enrolled currently in educational, training, or upward mobility programs  
☐ Households that contribute to meeting income goals (broad range of incomes)  
☐ Households that contribute to meeting income requirements (targeting)  
☐ Those previously enrolled in educational, training, or upward mobility programs  
☐ Victims of reprisals or hate crimes  
☒ **1 Other preference(s) See previous page.** Preference is only used when needed. If not needed, time and date of application are 1.
- 4. Relationship of preferences to income targeting requirements:**
- ☐ The PHA applies preferences within income tiers  
☒ **Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements**

**(5) Occupancy**

- a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)**
- ☒ The PHA-resident lease  
☒ The PHA's Admissions and (Continued) Occupancy policy  
☒ PHA briefing seminars or written materials  
☐ Other source (list)
- b. How often must residents notify the PHA of changes in family composition? (select all that apply)**
- ☐ At an annual reexamination and lease renewal  
☒ Any time family composition changes  
☐ At family request for revision  
☐ Other (list)

**(6) Deconcentration and Income Mixing**

**DISREGARD PER NOTICE  
99-33 ATTACHMENT B.  
PENDING FINAL**

**RULE**

- a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate**

or the need for measures to promote deconcentration of poverty income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its admissions policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists

☐ If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments

If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to other policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

☐ Additional affirmative marketing

☐ Actions to improve the marketability of certain developments

☐ Adoption or adjustment of ceiling rents for certain developments

☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

☐ Not applicable: results of analysis did not indicate a need for such efforts

\_\_\_\_ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

\_\_\_\_ Not applicable: results of analysis did not indicate a need for such efforts

\_\_\_\_ List (any applicable) developments below:

## B. Section 8 (Geni Sustello)

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

a. What is the extent of screening conducted by the PHA? (select all that apply)

☒ Criminal or drug-related activity only to the extent required by law or regulation

\_\_\_\_ Criminal and drug-related activity, more extensively than required by law or regulation

\_\_\_\_ More general screening than criminal and drug-related activity (list factors below)

☒ Other (list below) One year for drug and criminal activity. If complying with court order or drug treatment program, applicant qualifies for program.

b. \_\_\_\_ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. \_\_\_\_ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. \_\_\_\_ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

☒ Criminal or drug-related activity

☒ Other (describe below)

Tenant caused damages.

Name and address of last two Section 8 landlords.

## (2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based

assistance waiting list merged? (select all that apply)

- ☒ None  
☐ Federal public housing  
☐ Federal moderate rehabilitation  
☐ Federal project-based certificate program  
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office  
☒ Other (list below)  
Through the mail.

### (3) Search Time

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

If unable to locate a suitable unit, applicant must provide a list of units and reasons why they were unsuitable.

### (4) Admissions Preferences

a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose section 8 assistance programs)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

**Other preferences (select all that apply)**

- ☐ Working families and those unable to work because of age or disability
- ☒ Veterans and veterans' families (Homeless and mental illness)
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

Fire displaced renters who are income eligible.

If we receive the Fair Share allocation, 20% will be for families with a disability.

**3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.**

2 Date and Time

**Former Federal preferences**

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

**Other preferences (select all that apply)**

☐ Working families and those unable to work because of age or disability

☒ Veterans and veterans' families (homeless and mental illness)

☐ Residents who live and/or work in your jurisdiction

☐ Those enrolled currently in educational, training, or upward mobility programs

☐ Households that contribute to meeting income goals (broad range of incomes)

☐ Households that contribute to meeting income requirements (targeting)

☐ Those previously enrolled in educational, training, or upward mobility programs

☐ Victims of reprisals or hate crimes

☒ Other preference(s) (list below)

Fire displaced income eligible renters.

**4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)**

☒ Date and time of application

☐ Drawing (lottery) or other random choice technique

**5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)**

☐ This preference has previously been reviewed and approved by HUD

☐ The PHA requests approval for this preference through this PHA Plan

**6. Relationship of preferences to income targeting requirements: (select one)**

☐ The PHA applies preferences within income tiers

☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

**a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)**

☒ The Section 8 Administrative Plan

☒ Briefing sessions and written materials

☒ **Other (list below)**  
Top of the list orientations.

a. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

☒ **Through published notices**

☒ **Other (list below)**  
Networking and partnerships with other agencies.

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. **Use of discretionary policies: (select one)**

☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

☒ The PHA employs discretionary policies for determining income based rent  
(If selected, continue to question b.)

##### **b. Minimum Rent**

1. What amount best reflects the PHA's minimum rent? (select one)

☒ \$0  
☐ \$1-\$25  
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

**3. If yes to question 2, list these policies below:**

**a. Rents set at less than 30% than adjusted income**

**1. \_\_\_\_ Yes X No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?**

**2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:**

**d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)**

**\_\_\_\_ For the earned income of a previously unemployed household member**

**\_\_\_\_ For increases in earned income**

**\_\_\_\_ Fixed amount (other than general rent-setting policy)**

**If yes, state amount/s and circumstances below:**

**\_\_\_\_ Fixed percentage (other than general rent-setting policy)**

**If yes, state percentage/s and circumstances below:**

**\_\_\_\_ For household heads**

**\_\_\_\_ For other family members**

**\_\_\_\_ For transportation expenses**

**\_\_\_\_ For the non-reimbursed medical expenses of non-disabled or non-elderly families**

**\_\_\_\_ Other (describe below)**

**e. Ceiling rents**

**1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)**

**\_\_\_\_ Yes for all developments**

**\_\_\_\_ Yes but only for some developments**

**X No**

**2. For which kinds of developments are ceiling rents in place? (select all that apply)**

**\_\_\_\_ For all developments**

**\_\_\_\_ For all general occupancy developments (not elderly or disabled or elderly only)**

- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

**3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)**

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

**f. Rent re-determinations:**

**1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)**

- ☐ Never
- ☐ At family option
- ☐ Any time the family experiences an income increase
- ☒ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \$100
- ☐ Other (list below)

**g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?**

**(2) Flat Rents**

**1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)**

- ☒ The section 8 rent reasonableness study of comparable housing
- ☒ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

## **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program).

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

**a. What is the PHA's payment standard? (select the category that best describes your standard)**

- ☒ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

**b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)**

- ☒ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

**c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)**

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

**d. How often are payment standards reevaluated for adequacy? (select one)**

- ☒ Annually
- ☐ Other (list below)

**e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)**

- ☐ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

### **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

☒ \$0  
☐ \$1-\$25  
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## 5. Operations and Management

[24 CFR Part 903.79 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### A. PHA Management Structure

(select one) Describe the PHA's management structure and organization.

☐ An organization chart showing the PHA's management structure and organization is attached.  
☐ A brief description of the management structure and organization of the PHA follows:

### B. HUD Programs Under PHA Management

\_. List Federal programs administered by the PHA, number of families served at the beginning

| Program Name  | Units or Families Served at Year Beginning | Expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.) |
|---|--|---|
| Public Housing  |  |   |
| Section 8 Vouchers  |  |   |
| Section 8 Certificates  |  |   |
| Section 8 Mod Rehab   |  |   |
| Special Purpose Section 8 Certificates/Vouchers (list individually) |  |   |
| Public Housing Drug Elimination Program (PHDEP)                     |  |   |
|   |  |   |
|   |  |   |
| Other Federal Programs(list   |  |   |

|               |  |  |
|---------------|--|--|
| individually) |  |  |
|               |  |  |
|               |  |  |

### **C. Management and Maintenance Policies**

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management: (list below)

### **6. PHA Grievance Procedures**

[24 CFR Part 903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

#### **A. Public Housing**

1. ☐ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

☐ PHA main administrative office  
☐ PHA development management offices  
☐ Other (list below)

#### **B. Section 8 Tenant-Based Assistance**

1. ☐ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the

informal review and informal hearing processes? (select all that apply)

☐ PHA main administrative office

☐ Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.79 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template OR, at the PHA's option, by completing and attaching a properly updated HUD-52837.

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

#### **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5-Year Action Plan table provided in the table library at the end of the PHA Plan template OR by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment B.

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

\_\_\_ Yes \_\_\_ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
 b) Status of HOPE VI revitalization grant (complete one set of 4 questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
  - \_\_\_ Revitalization Plan under development
  - \_\_\_ Revitalization Plan submitted, pending approval
  - \_\_\_ Revitalization Plan approved
  - \_\_\_ Activities pursuant to an approved Revitalization Plan underway

\_\_\_ Yes \_\_\_ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
 If yes, list development name/s below:

\_\_\_ Yes \_\_\_ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
 If yes, list developments or activities below:

\_\_\_ Yes \_\_\_ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
 If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.79 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. \_\_\_ Yes X No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

## **2. Activity Description**

☐ Yes ☐ No: Has the PHA provided the activities description information in the optional Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

| Demolition/Disposition Activity Description   |
|---|
| 1a. Development name:   |
| 1b. Development (project) number:   |
| 2. Activity type: <input type="checkbox"/> Demolition<br><input type="checkbox"/> Disposition   |
| 3. Application status (select one)<br><input type="checkbox"/> Approved<br><input type="checkbox"/> Submitted, pending approval<br><input type="checkbox"/> Planned application |
| 4. Date application approved, submitted, or planned for submission: (DD/MM/YY)  |
| 5. Number of units affected:<br>Coverage of action (select one)<br><input type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development               |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity:<br>b. Projected end date of activity:   |

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If

“yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

## 2. Activity Description

\_\_\_ Yes \_\_\_ No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

| Designation of Public Housing Activity Description  |
|---|
| 1a. Development name:<br>1b. Development (project) number:  |
| 2. Designation type:<br>___ Occupancy by only the elderly<br>___ Occupancy by families with disabilities<br>___ Occupancy by only elderly families and families with disabilities |
| 3. Application status (select one)<br>___ Approved; included in the PHA’s Designation Plan<br>___ Submitted, pending approval<br>___ Planned application                          |
| 4. Date this designation approved, submitted, or planned for submission:<br>(DD/MM/YY)  |
| 5. If approved, will this designation constitute a (select one)<br>___ New Designation Plan<br>___ Revision of a previously-approved Designation Plan?                            |
| 1. Number of units affected:<br>7. Coverage of action (select one)<br>___ Part of the development<br>___ Total development  |

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.79 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. \_\_\_ Yes X No: Have any of the PHA’s developments or portions of

developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

## 2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

| Conversion of Public Housing Activity Description  |
|--|
| <b>1a. Development name:</b><br><b>1b. Development (project) number:</b>   |
| <b>2. What is the status of the required assessment?</b><br><input type="checkbox"/> Assessment underway<br><input type="checkbox"/> Assessment results submitted to HUD<br><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)<br><input type="checkbox"/> Other (explain below)  |
| <b>3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)</b>  |
| <b>4. Status of Conversion Plan (select the statement that best describes the current status)</b><br><input type="checkbox"/> Conversion Plan in development<br><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)<br><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)<br><input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway   |
| <b>5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)</b><br><input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: )<br><input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )<br><input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) |

- ☐ Requirements no longer applicable: vacancy rates are less than 10 percent  
☐ Requirements no longer applicable: site now has less than 300 units  
☐ Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to small PHA or high performing PHA status. PHAs completing streamlined submissions may skip to component 11B.)

**2. Activity Description**

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

| Public Housing Homeownership Activity Description<br>(Complete one for each development affected) |  |
|---|--|
| 1a. Development name:   |  |
| 1b. Development (project) number:   |  |
| 2. Federal Program authority:   |  |
| <input type="checkbox"/> HOPE I   |  |
| <input type="checkbox"/> 5(h)   |  |
| <input type="checkbox"/> Turnkey III  |  |

|  |  |
|--|--|
| <b>Section 32 of the USHA of 1937 (effective 10/1/99)</b>  |  |
| <b>3. Application status: (select one)</b>   |  |
| <input type="checkbox"/>   | Approved; included in the PHA's Homeownership Plan/Program |
| <input type="checkbox"/>   | Submitted, pending approval                                |
| <input type="checkbox"/>   | Planned application  |
| <b>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)</b> |  |
| <b>5. Number of units affected:</b>  |  |
| <b>6. Coverage of action: (select one)</b>   |  |
| <input type="checkbox"/>   | Part of the development                                    |
| <input type="checkbox"/>   | Total development  |

## B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. High performing PHAs may skip to component 12.)

### 2. Program Description:

#### a. Size of Program

☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants  
☐ 26 - 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

#### b. PHA-established eligibility criteria

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.79 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component C.

### **1. Cooperative agreements:**

☐ Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed?

DD/MM/YY

### **2. Other coordination efforts between the PHA and TANF agency (select all that apply)**

- ☐ Client referrals
- ☐ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

### **B. Services and programs offered to residents and participants**

#### **1. General**

##### **a. Self-Sufficiency Policies**

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing

families

\_\_\_\_\_ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA

\_\_\_\_\_ Preference/eligibility for public housing homeownership option participation

\_\_\_\_\_ Preference/eligibility for section 8 homeownership option participation

\_\_\_\_\_ Other policies (list below)

**b. Economic and Social self-sufficiency programs**

\_\_\_\_\_ Yes \_\_\_\_\_ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

| Services and Programs  |                |  |  |   |
|--|----------------|--|--|---|
| Program Name & Description<br>(including location, if appropriate) | Estimated Size | Allocation Method<br>(waiting list/random selection/specific criteria/other) | Access<br>(development office / PHA main office / other provider name) | Eligibility<br>(public housing or section 8 participants or both) |
|  |                |  |  |   |
|  |                |  |  |   |
|  |                |  |  |   |
|  |                |  |  |   |
|  |                |  |  |   |
|  |                |  |  |   |
|  |                |  |  |   |
|  |                |  |  |   |
|  |                |  |  |   |
|  |                |  |  |   |

## 2. Family Self Sufficiency program/s

### a. Participation Description

| Family Self Sufficiency (FSS) Participation |  |  |
|---|--|--|
| Program                                     | Required Number of Participants<br>(start of FY 2000 Estimate) | Actual Number of Participants<br>(As of: DD/MM/YY) |
| Public Housing                              |  |  |
| Section 8                                   |  |  |

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

### C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ☐ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - ☐ Informing residents of new policy on admission and reexamination
  - ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
  - ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
  - ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
  - ☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.79 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8. Only PHAs need to ensure the safety of public housing residents. PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)**

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

#### **2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).**

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

#### **3. Which developments are most affected? (list below)**

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☐ Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

☒ Yes ☐ No: This PHDEP Plan is an Attachment C.

**14. RESERVED FOR PET POLICY**

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

**Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.**

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ **Yes** ☐ **No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?**  
(If no, skip to component 17.)
2. ☒ **Yes** ☐ **No: Was the most recent fiscal audit submitted to HUD?**
3. ☐ **Yes** ☒ **No: Were there any findings as the result of that audit?**
4. ☐ **Yes** ☐ **No: If there were any findings, do any remain unresolved?**  
If yes, how many unresolved findings remain?
5. ☐ **Yes** ☐ **No: Have responses to any unresolved findings been submitted to HUD?**  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

**Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.**

1. ☐ **Yes** ☐ **No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have not been addressed elsewhere in this PHA Plan?**

2. **What types of asset management activities will the PHA undertake? (select all that apply)**  
☐ **Not applicable**  
☐ **Private management**  
☐ **Development-based accounting**  
☐ **Comprehensive stock assessment**  
☐ **Other: (list below)**
3. ☐ **Yes** ☐ **No: Has the PHA included descriptions of asset management activities in the optional Public Housing Asset**

Management Table?

**18. Other Information**

[24 CFR Part 903.79 (r)]

**A. Resident Advisory Board Recommendations**

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA MUST select one)  
☐ Attached at Attachment (File name)  
☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)  
☐ Considered comments, but determined that no changes to the PHA Plan were necessary.  
☐ The PHA changed portions of the PHA Plan in response to comments  
☐ List changes below:  
☐ Other: (list below)

**B. Description of Election process for Residents on the PHA Board**

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

**3. Description of Resident Election Process**

- a. Nomination of candidates for place on the ballot: (select all that apply)  
☐ Candidates were nominated by resident and assisted family organizations  
☐ Candidates could be nominated by any adult recipient of PHA assistance  
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot  
☐ Other: (describe)

**b. Eligible candidates: (select one)**

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

**c. Eligible voters: (select all that apply)**

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

**C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary)

**1. Consolidated Plan jurisdiction: Eugene/Springfield**

**2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)**

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

- Increase the supply of rental housing and consider the related service needs of low and very low income households.
- Expand the conservation and improvement of existing renter housing to support neighborhood stability and revitalization activities.
- Increase the range of housing options and related services for special needs populations.
- Ensure equal access to affordable and supportive housing for all individuals.
- Work towards removing barriers to provide affordable and supportive housing.

☐ Other: (list below)

**4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)**

By certify the consistency between the Consolidated Plan and the Agency Plan.

**D. Other Information Required by HUD**

**Use this section to provide any additional information requested by HUD.**

## **Attachments**

**Use this section to provide any additional attachments referenced in the Plans.**

**PHA Plan**  
**Component 7**  
**Table Library**  
**Capital Fund Program Annual Statement**  
**Parts I, II, and III**

**Annual Statement**  
**Capital Fund Program (CFP) Part I: Summary**

| <b>Line No.</b> | <b>Summary by Development Account</b>                      | <b>Total Estimated</b> |
|-----------------|--|------------------------|
| <b>1</b>        | <b>Total Non-CGP Funds</b>                                 |                        |
| <b>2</b>        | <b>1406 Operations</b>                                     |                        |
| <b>3</b>        | <b>1408 Management Improvements</b>                        |                        |
| <b>4</b>        | <b>1410 Administration</b>                                 |                        |
| <b>5</b>        | <b>1411 Audit</b>  |                        |
| <b>6</b>        | <b>1415 Liquidated Damages</b>                             |                        |
| <b>7</b>        | <b>1430 Fees and Costs</b>                                 |                        |
| <b>8</b>        | <b>1440 Site Acquisition</b>                               |                        |
| <b>9</b>        | <b>1450 Site Improvement</b>                               |                        |
| <b>10</b>       | <b>1460 Dwelling Structures</b>                            |                        |
| <b>11</b>       | <b>1465.1 Dwelling Equipment-Nonexpendable</b>             |                        |
| <b>12</b>       | <b>1470 Nondwelling Structures</b>                         |                        |
| <b>13</b>       | <b>1475 Nondwelling Equipment</b>                          |                        |
| <b>14</b>       | <b>1485 Demolition</b>                                     |                        |
| <b>15</b>       | <b>1490 Replacement Reserve</b>                            |                        |
| <b>16</b>       | <b>1492 Moving to Work Demonstration</b>                   |                        |
| <b>17</b>       | <b>1495.1 Relocation Costs</b>                             |                        |
| <b>18</b>       | <b>1498 Mod Used for Development</b>                       |                        |
| <b>19</b>       | <b>1502 Contingency</b>                                    |                        |
| <b>20</b>       | <b>Amount of Annual Grant (Sum of lines 2-19)</b>          |                        |
| <b>21</b>       | <b>Amount of line 20 Related to LBP Activities</b>         |                        |
| <b>22</b>       | <b>Amount of line 20 Related to Section 504 Compliance</b> |                        |
| <b>23</b>       | <b>Amount of line 20 Related to Security</b>               |                        |
| <b>24</b>       | <b>Amount of line 20 Related to Energy Conservation</b>    |                        |

**Annual Statement**  
**Capital Fund Program (CFP) Part II: Supporting Table**

| <b>Development<br/>Number/Name</b> | <b>General Description of Major Work<br/>Categories</b> | <b>Development<br/>Account<br/>Number</b> | <b>Total<br/>Estimated<br/>Cost</b> |
|------------------------------------|---|---|-------------------------------------|
| <b>HA-Wide Activities</b>          |   |   |                                     |

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|--|--|--|--|--|



**Annual Statement**  
**Capital Fund Program (CFP) Part III: Implementation Schedule**

| <b>Development<br/>Number/Name<br/>HA-Wide Activities</b> | <b>All Funds Obligated<br/>(Quarter Ending Date)</b> | <b>All Funds Expended<br/>(Quarter Ending Date)</b> |
|---|--|---|
|   |  |   |

## Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

| Optional 5-Year Action Plan Tables                                     |  |                     |                            |
|--|--|---------------------|----------------------------|
| Development Number   | Development Name<br>(or indicate PHA wide) | Number Vacant Units | % Vacancies in Development |
|  |  |                     |                            |
| Description of Needed Physical Improvements or Management Improvements |  |                     | Estimated Cost             |
|  |  |                     |                            |
|  |  |                     |                            |
|  |  |                     |                            |
|  |  |                     |                            |
|  |  |                     |                            |
|  |  |                     |                            |
|  |  |                     |                            |
| Total estimated cost over next 5 years                                 |  |                     |                            |

### Optional Public Housing Asset Management Table

**See Technical Guidance for instructions on the use of this table, including information to be provided.**

[illegible]

# Capital Fund Program

## Five Year Plan

### SUMMARY, FFY 2001 - 2004

(see FY2000 Annual Plan for year one)

Capital Fund Grant Number: OR16P006709

FFY of Grant Approval: 10/2000

| Line No. | SUMMARY OF DEVELOPMENT ACCOUNTS                           | FY2001              | FY2002              | FY2003              | FY2004              |
|----------|---|---------------------|---------------------|---------------------|---------------------|
| 1        | Total Non-CFP Funds                                       |                     |                     |                     |                     |
| 2        | 1406 Operations   | 190,801.85          | 213,301.85          | 221,801.85          | 221,801.85          |
| 3        | 1408 Management Improvements                              | 66,000.00           | 74,000.00           | 69,500.00           | 73,000.00           |
| 4        | 1410 Administration                                       | 143,698.65          | 143,698.65          | 143,698.65          | 143,698.65          |
| 5        | 1411 Audi   | 0                   | 0                   | 0                   | 0                   |
| 6        | 1415 Liquidated Damages                                   | 0                   | 0                   | 0                   | 0                   |
| 7        | 1430 Fees and Costs                                       | 99,098.00           | 99,098.00           | 99,098.00           | 99,098.00           |
| 8        | 1440 Site Acquisition                                     | 0                   | 0                   | 0                   | 0                   |
| 9        | 1450 Site Improvement                                     | 59,000.00           | 39,500.00           | 139,000.00          | 19,000.00           |
| 10       | 1460 Dwelling Structures                                  | 698,650.00          | 750,750.00          | 687,000.00          | 740,000.00          |
| 11       | 1465.1 Dwelling Equipment - Non Expendable                | 14,000.00           | 16,200.00           | 7,200.00            | 25,400.00           |
| 12       | 1470 Non Dwelling Structures                              | 95,000.00           | 0                   | 0                   | 0                   |
| 13       | 1475 Non Dwelling Equipment                               | 26,000.00           | 55,100.00           | 13,000.00           | 67,000.00           |
| 14       | 1485 Demolition   | 0                   | 0                   | 0                   | 0                   |
| 15       | 1490 Replacement Reserve                                  | 0                   | 0                   | 0                   | 0                   |
| 16       | 1492 Moving to Work Demonstration                         | 0                   | 0                   | 0                   | 0                   |
| 17       | 1495.1 Relocation Costs                                   | 18,000.00           | 15,000.00           | 16,000.00           | 25,000.00           |
| 18       | 1498 Mod Used for Development                             | 0                   | 0                   | 0                   | 0                   |
| 19       | 1502 Contingency  | 38,744.50           | 42,344.50           | 52,694.50           | 34,994.50           |
| 20       | <b>Amount of Annual Grant</b> ( Sum of lines 2 -19)       | <b>1,448,993.00</b> | <b>1,448,993.00</b> | <b>1,448,993.00</b> | <b>1,448,993.00</b> |
| 21       | Amount of line 20 Related to LBP Activities               | 0                   | 0                   | 0                   | 0                   |
| 22       | Amount of line 20 Related to Section 504 Compliance       | 264,750.00          | 195,450.00          | 131,200.00          | 152,400.00          |
| 23       | Amount of line 20 Related to Security                     | 0                   | 0                   | 0                   | 0                   |
| 24       | Amount of line 20 Related to Energy Conservation Measures | 0                   | 0                   | 0                   | 0                   |
|          | <b>TOTAL</b>  | <b>264,750.00</b>   | <b>195,450.00</b>   | <b>131,200.00</b>   | <b>152,400.00</b>   |

## Capital Fund Program

### Five Year Plan 2001 to 2005<sup>1</sup>

Capital Fund Grant Number: OR16006709

FFY of Grant Approval: 10/2000

| PROJECT<br>(Total Units)                                       | WORK DESCRIPTION  | FY 2001          | FY 2002 | FY 2003 | FY 2004                         | TOTAL     |
|--|---|------------------|---------|---------|---------------------------------|-----------|
|  | <i>Physical Improvements</i>  |                  |         |         |                                 |           |
| OR6-01<br>Laurelwood<br>Homes,<br>Florence (30)                | Comprehensive Modernization of all units, and '504 accessibility improvements.  | 302,000          | 596,000 | 302,000 | 302,000                         | 1,502,000 |
| OR6-02,3<br>McKenzie<br>Village,<br>Springfield<br>(172)       | Remodel of Units for 504 Accessibility Requirements <sup>2</sup><br>Maintenance Building: Complete 2 <sup>nd</sup> story for staging, warehouse, & offices<br>Kitchen & Bath Upgrades, asbestos floor abatement ( Stage 1 of 2) | 69,000<br>95,000 | 69,000  | 71,200  | 142,400<br>(2 Units)<br>330,000 | 776,600   |
| OR6-04<br>Parkview<br>Terrace,<br>Eugene (150)                 | Remodel of Units for 504 Accessibility Requirements <sup>2</sup>  | 65,750           | 65,750  |         |                                 | 131,500   |
| OR6-06<br>Cresview Villa,<br>Creswell (14)                     | Remodel of Unit for 504 Accessibility Requirements <sup>2</sup>   |                  | 60,700  |         |                                 | 60,700    |
| OR6-07<br>Riverview<br>Terrace,<br>Cottage Grove<br>(60)       | Parking Area Improvements; pave existing and create additional parking.   |                  |         | 125,000 |                                 | 125,000   |
| OR6-09<br>Veneta Villa<br>(30)                                 | Comprehensive Improvements to Units; Drainage Improvements (Final Stage)  | 324,900          |         |         |                                 | 324,900   |
| OR6-16<br>Pengra Court,<br>Springfield &<br>Scattered<br>Sites | Replace Windows and Siding, repair dry rot in structure frame.  |                  |         | 325,000 |                                 | 325,000   |
| OR6-All  | Reasonable Accommodations   | 10,000           | 15,000  | 10,000  | 10,000                          | 45,000    |

<sup>1</sup> See FY2000 Annual Plan for first year of 5 year plan

<sup>2</sup> One unit per budget year unless otherwise noted

| PROJECT<br>(Total Units)      | WORK DESCRIPTION  | FY 2001         | FY 2002                  | FY 2003      | FY 2004         | TOTAL        |
|-------------------------------|---|-----------------|--------------------------|--------------|-----------------|--------------|
|                               | (buildings & site)  |                 |                          |              |                 |              |
| Total:                        | (1450,1460,1465,1470)   | 866,650         | 806,450                  | 833,200      | 784,400         | 3,290,700    |
|                               | <i>Management Improvements</i>  |                 |                          |              |                 |              |
|                               | Resident Resources Staff; resident council training and meeting attendance expenses   | 64,000          | 65,500                   | 66,500       | 69,500          | 265,500      |
|                               | Modernization Staff Training & Seminars   | 2,000           | 3,500                    | 3,000        | 3,500           | 12,000       |
|                               | Software Improvements   |                 | 5,000                    |              |                 | 5,000        |
|                               | Efficiency Improvements: Copiers: Production Copier for Bid Package printing; Binding Machine Copiers for resident managers' offices Computer Equipment Improvements Postage Machine with Scale | 16,000<br>5,000 | 2,100<br>18,500<br>9,500 | 8,000        | 11,000<br>6,000 | 76,100       |
| OR6-04<br>Parkview<br>Terrace | Community Room Furniture: Tables& Chairs Replacement  |                 | 20,000                   |              |                 | 20,000       |
|                               | Maintenance Department Tools Communication System Upgrade   | 5,000           | 5,000                    | 5,000        | 5,000<br>45,000 | 65,000       |
| Total:                        | (1408 & 1475)   | 92,000          | 129,100                  | 82,500       | 140,000         | 443,600      |
|                               |   |                 |                          |              |                 |              |
|                               | <i>Other Expenses</i>   |                 |                          |              |                 |              |
| 1410&1430                     | Administration of Grant & Construction  | 242,796.65      | 242,796.65               | 242,796.65   | 242,796.65      | 971,186.60   |
| 1495                          | Relocation  | 18,000.00       | 15,000.00                | 16,000.00    | 25,000.00       | 74,000.00    |
| 1502                          | Contingency   | 38,744.50       | 42,344.50                | 52,694.50    | 34,994.50       | 168,778.00   |
| 1406                          | Transfer to Operations  | 190,801.85      | 213,301.85               | 221,801.85   | 221,801.85      | 847,707.40   |
| Total:                        | (1406, 1410,1430,1495,1502)   | 478,336.50      | 501,436.50               | 521,286.50   | 512,586.50      | 2,013,646.   |
|                               | TOTAL GRANT   | 1,448,993.00    | 1,448,993.00             | 1,448,993.00 | 1,448,993.00    | 5,795,972.00 |

Component 7  
**Capital Fund Program Annual Statement**  
**Parts I, II, and III**

**Annual Statement**

**Capital Fund Program ( CFP) Part 1: Summary**

Capital Fund Grant Number: **OR16P006709**  
Original Annual Statement

FFY of Grant Approval: 10/2000 ☐

| Line No. | Summary of Development Account                       | Total Estimated Cost |
|----------|--|----------------------|
| 1        | Total Non-CFP Funds                                  |                      |
| 2        | 1406 Operations                                      | 214,659.85           |
| 3        | 1408 Management Improvements                         | 74,000.00            |
| 4        | 1410 Administration                                  | 143,698.65           |
| 5        | 1411 Audi  | 0                    |
| 6        | 1415 Liquidated Damages                              | 0                    |
| 7        | 1430 Fees and Costs                                  | 99,098.00            |
| 8        | 1440 Site Acquisition                                | 0                    |
| 9        | 1450 Site Improvement                                | 20,100.00            |
| 10       | 1460 Dwelling Structures                             | 819,430.00           |
| 11       | 1465.1 Dwelling Equipment - Non Expendable           | 12,000.00            |
| 12       | 1470 Non Dwelling Structures                         | 0.                   |
| 13       | 1475 Non Dwelling Equipment                          | 13,000.00            |
| 14       | 1485 Demolition                                      | 0                    |
| 15       | 1490 Replacement Reserve                             | 0                    |
| 16       | 1492 Moving to Work Demonstration                    | 0                    |
| 17       | 1495.1 Relocation Costs                              | 12,000.00            |
| 18       | 1498 Mod Used for Development                        | 0.                   |
| 19       | 1502 Contingency                                     | 41,006.05            |
| 20       | <b>Amount of Annual Grant</b> ( Sum of lines 2 -19)  | <b>1,448,993.00</b>  |
| 21       | Amount of line 20 Related to LBP Activities          | 0                    |
| 22       | Amount of line 20 Relation to Section 504 Compliance | 133,000.00           |
| 23       | Amount of line 20 Related to Security                | 0                    |
|          |  |                      |

|    |   |   |
|----|---|---|
| 24 | Amount of line 20 Related to Energy Conservation Measures | 0 |
|----|---|---|

# CAPITAL FUND PROGRAM

HACSA of Lane County  
OR16P006709: FY2000 - 3

Annual Statement - FY2000  
Capital Fund Program ( CFP) Part II: Supporting Table

| Development<br>Number/Name<br>HA-Wide Activities | General Description of Major Work<br>Categories   | Account<br>Number    | Total<br>Estimated<br>Cost           |
|--|---|----------------------|--------------------------------------|
| <b>Physical Improvements</b>                     |   |                      |                                      |
| OR6-04<br>Parkview Terrace                       | Remodel for total accessibility ('504), 2 apartment units   | 1460<br>1465         | 121,000.00<br>2,000.00               |
| OR6-09<br>Veneta Villa                           | Modernization of Units (continued), work includes appliances, and entry access. (10 units) (Phase 3 - see CG FY98 & 99)   | 1450<br>1460<br>1465 | 20,100.00<br>458,430.00<br>10,000.00 |
| OR6-16<br>Pengra Court & Scattered<br>Sites      | Roofing Replacements, Gutters, dry rot repairs, (Phase 2-see CG FY99)   | 1460                 | 30,000.00                            |
| OR6-24<br>Maple Wood Meadows                     | Siding Replacement, gutter drainage improvements ( Phase 2 - see CG FY99)   | 1460                 | 200,000.00                           |
| OR6-All<br>All sites                             | Reasonable Accommodations to units, as approved through Reasonable Accommodation Request Process. ( performed by Maintenance Department)  | 1460                 | 10,000.00                            |
| <b>Management<br/>Improvements</b>               |   |                      |                                      |
| OR6-02 Springfield Office                        | Maintenance Department Tools for Carpentry and Paint Finishing; Replace laser jet printers so compatible with system ; Upgrades to Agency computer system as required for new software  | 1475                 | 13,000.00                            |
|  | Resident Resource Assistance: Staff to supervisor & coordinate program; Resident Advisory Council training on Committee functions, volunteers, etc.; Reimbursements to Resident Council for travel & child care while attending meetings. | 1408                 | 64,000.00                            |
|  | Training of Modernization staff personnel   | 1408                 | 2,000.00                             |
|  | Improvements to software systems report generation for occupancy and maintenance departments  | 1408                 | 8,000.00                             |
| <b>Modernization Program<br/>Support</b>         |   |                      |                                      |
|  | Relocation of residents due to planned construction work  | 1495.1               | 12,000.00                            |
|  | Architect Services performed by Staff members; Sundries as required for procurement of contracted services  | 1430                 | 99,098.00                            |
|  | Administration of Grant and Contracts (staff)   | 1410                 | 143,698.65                           |
|  | Contingency   | 1502                 | 41,006.05                            |
| Transfer   | Transfer to Operations (15%)  | 1406                 | 214,659.85                           |
|  |   |                      |                                      |

**CAPITAL FUND PROGRAM**

| <b>Development<br/>Number/Name<br/>HA-Wide Activities</b> | <b>General Description of Major Work<br/>Categories</b> | <b>Account<br/>Number</b> | <b>Total<br/>Estimated<br/>Cost</b> |
|---|---|---------------------------|-------------------------------------|
| TOTAL GRANT   |   |                           | 1,448,993.0<br>0                    |

Annual Statement  
Capital Fund Program ( CFP) Part III: **Implementation Schedule**

| Development Number/Name<br>HA-Wide Activities | All Funds Obligated<br>(Quarter Ending Date) | All Funds Expended<br>(Quarter Ending Date) |
|---|--|---|
|   |  |   |
| OR6-04 Parkview Terrace                       | March 31, 2002                               | September 30, 2003                          |
| OR6-09 Veneta Villa                           | March 31, 2002                               | September 30, 2003                          |
| OR6-16 Pengra Ct & Scattered Sites            | March 31, 2001                               | September 30, 2002                          |
| OR6-24 Maple Wood Meadows                     | March 31, 2002                               | September 30, 2003                          |
| OR6-all Reasonable<br>Accommodations          | March 31, 2002                               | September 30, 2003                          |
|   |  |   |
| Management Improvements                       | March 31, 2002                               | September 30, 2003                          |
|   |  |   |

END OF ANNUAL STATEMENT

# Public Housing Drug Elimination Program Plan

**Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.**

## Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

## Section 1: General Information/History

### **A. Amount of PHDEP Grant \$162,290**

**B. Eligibility type (Indicate with an "x")** N1 \_\_\_\_\_ N2 \_\_\_\_\_ R x \_\_\_\_\_

### **C. FFY in which funding is requested FY 2001**

### **D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

HACSA's Drug Elimination strategy is a comprehensive, five-part program which provides families in four cities with drug prevention programs, community policing personnel, security improvements, drug abuse counseling and economic development activities.

### **E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

| <b>PHDEP Target Areas<br/>(Name of development(s) or site)</b> | <b>Total # of Units within<br/>the PHDEP Target<br/>Area(s)</b> | <b>Total Population to<br/>be Served within the<br/>PHDEP Target<br/>Area(s)</b> |
|--|---|--|
| McKenzie Village   | 172   | 376  |
| Laurelwood Homes   | 30  | 81   |
| Pengra Court   | 22  | 105  |
| Scattered Sites – Eugene, Springfield, Veneta                  | 107   | 435  |
| Parkview Terrace   | 150   | 158  |
| Maple Wood Meadows   | 38  | 137  |

### **F. Duration of Program**

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

**6 Months** \_\_\_\_\_ **12 Months** \_\_\_\_\_ **18 Months** \_\_\_\_\_ **24 Months** x **Other** \_\_\_\_\_

## G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

| Fiscal Year of Funding | PHDEP Funding Received | Grant #        | Fund Balance as of Date of this Submission | Grant Extensions or Waivers | Anticipated Completion Date |
|------------------------|------------------------|----------------|--|-----------------------------|-----------------------------|
| FY 1995                | 250,000                | OR16DEP0060195 | 0  | -                           | 08/28/97                    |
| FY 1996                | 250,000                | OR16DEP0060196 | 0  | -                           | 12/15/98                    |
| FY 1997                | 211,200                | OR16DEP0060197 | 0  | -                           | 01/08/00                    |
| FY1998                 | 211,200                | OR16DEP0060198 | 169,368                                    | -                           | 01/26/01                    |
| FY 1999                | 155,718                | OR16DEP0060199 | 155,718                                    | -                           | 12/16/01                    |

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

**HACSA’s Drug Elimination program coordinates five distinct strategies in a comprehensive effort to reduce crime and criminal drug activity in public housing. The first strategy is youth drug prevention programs specifically emphasizing education, recreation, leadership and sports, including after-school programs, Boys & Girls Club of America memberships, and teen leadership groups. The second strategy is the provision of community policing through a contract with the Lane County Sheriff’s Office, which provides a dedicated, above-baseline-services deputy sheriff to all PHDEP-targeted complexes in Lane County. The third strategy is to physically modify complexes in accordance with CPTED (Crime Prevention Through Environmental Design) standards. The fourth strategy is to provide residents with no-cost, confidential drug abuse counseling. The fifth strategy provides public housing residents with educational and economic opportunities through Lane Community College.**

**All programs are provided through contractual agreements with the County’s most respected and experienced agencies, including the City of Eugene, Options Counseling Services, Willamalane Recreation District, KIDSPORTS, Boys and Girls Clubs of America, Lane Community College, the Department of Youth Services, and Adult and Family Services. HACSA’s PHDEP partners enthusiastically share their resources in the form of matches that have historically exceeded 100% of the federal funding amount.**

**HACSA contracted with the University of Oregon to procure an evaluation of the 1997 PHDEP grant; the evaluation measured rates of referral to the juvenile justice system according to a) HACSA residency and b) participation in PHDEP-funded activities. HACSA will procure such an evaluation for every year of PHDEP funding.**

## B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

| FY 2000 PHDEP Budget Summary            |               |
|---|---------------|
| Budget Line Item                        | Total Funding |
| 9110 - Reimbursement of Law Enforcement | 46,000        |
| 9120 - Security Personnel               |               |
| 9130 - Employment of Investigators      |               |
| 9140 - Voluntary Tenant Patrol          |               |
| 9150 - Physical Improvements            | 2,710         |
| 9160 - Drug Prevention                  | 109,120       |
| 9170 - Drug Intervention                | 4,460         |
| 9180 - Drug Treatment                   |               |
| 9190 - Other Program Costs              |               |
|   |               |
| <b>TOTAL PHDEP FUNDING</b>              | 162,290       |

## C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

| 9110 - Reimbursement of Law Enforcement |  |                      |               |                              | Total PHDEP Funding: \$40,000 |   |  |
|---|--|----------------------|---------------|------------------------------|-------------------------------|---|--|
| Goal(s)                                 | 5% drop in arrests and/or call for service at HACSA developments               |                      |               |                              |                               |   |  |
| Objectives                              | Provide above-baseline-services community policing at PHDEP-targeted complexes |                      |               |                              |                               |   |  |
| Proposed Activities                     | # of Person<br>s<br>Served   | Target<br>Population | Start<br>Date | Expected<br>Complete<br>Date | PHEDEP<br>Funding             | Other<br>Funding<br>(Amount/<br>Source) | Performance Indicators   |
| 1. Community Police Officer             |  |                      | 01/02         | 12/02                        | \$46,000                      | \$34,000                                | 1.0 FTE community<br>policing officer<br>contracted through<br>PHDEP funding |
| 2.                                      |  |                      |               |                              |                               |   |  |
| 3.                                      |  |                      |               |                              |                               |   |  |

| 9120 - Security Personnel |                            |                      |               |                              | Total PHDEP Funding: \$ |   |                        |
|---------------------------|----------------------------|----------------------|---------------|------------------------------|-------------------------|---|------------------------|
| Goal(s)                   |                            |                      |               |                              |                         |   |                        |
| Objectives                |                            |                      |               |                              |                         |   |                        |
| Proposed Activities       | # of Person<br>s<br>Served | Target<br>Population | Start<br>Date | Expected<br>Complete<br>Date | PHDEP<br>Funding        | Other<br>Funding<br>(Amount<br>/Source) | Performance Indicators |
| 1.                        |                            |                      |               |                              |                         |   |                        |
| 2.                        |                            |                      |               |                              |                         |   |                        |
| 3.                        |                            |                      |               |                              |                         |   |                        |

| 9130 - Employment of Investigators |                            |                      |               |                              | Total PHDEP Funding: \$ |   |                        |
|------------------------------------|----------------------------|----------------------|---------------|------------------------------|-------------------------|---|------------------------|
| Goal(s)                            |                            |                      |               |                              |                         |   |                        |
| Objectives                         |                            |                      |               |                              |                         |   |                        |
| Proposed Activities                | # of Person<br>s<br>Served | Target<br>Population | Start<br>Date | Expected<br>Complete<br>Date | PHDEP<br>Funding        | Other<br>Funding<br>(Amount<br>/Source) | Performance Indicators |
| 1.                                 |                            |                      |               |                              |                         |   |                        |
| 2.                                 |                            |                      |               |                              |                         |   |                        |
| 3.                                 |                            |                      |               |                              |                         |   |                        |

| 9140 - Voluntary Tenant Patrol |                            |                      |               |                              | Total PHDEP Funding: \$ |   |                        |
|--------------------------------|----------------------------|----------------------|---------------|------------------------------|-------------------------|---|------------------------|
| Goal(s)                        |                            |                      |               |                              |                         |   |                        |
| Objectives                     |                            |                      |               |                              |                         |   |                        |
| Proposed Activities            | # of Person<br>s<br>Served | Target<br>Population | Start<br>Date | Expected<br>Complete<br>Date | PHDEP<br>Funding        | Other<br>Funding<br>(Amount<br>/Source) | Performance Indicators |
| 1.                             |                            |                      |               |                              |                         |   |                        |
| 2.                             |                            |                      |               |                              |                         |   |                        |
| 3.                             |                            |                      |               |                              |                         |   |                        |

| 9150 - Physical Improvements         |  |                      |               |                              | Total PHDEP Funding: \$2,237 |   |   |
|--------------------------------------|--|----------------------|---------------|------------------------------|------------------------------|---|---|
| Goal(s)                              | 5% drop in crime at affected developments  |                      |               |                              |                              |   |   |
| Objectives                           | Increase security at targeted complexes; specifically, visibility & safety of children |                      |               |                              |                              |   |   |
| Proposed Activities                  | # of Person<br>s<br>Served   | Target<br>Population | Start<br>Date | Expected<br>Complete<br>Date | PHEDep<br>Funding            | Other<br>Funding<br>(Amount<br>/Source) | Performance Indicators  |
| 1. CPTED Playground<br>modifications |  |                      | 01/02         | 12/02                        | \$2,710                      |   | Playground security<br>improved at Maple Wood<br>Meadows & Laurelwood<br>by 05/02 |
| 2.                                   |  |                      |               |                              |                              |   |   |
| 3.                                   |  |                      |               |                              |                              |   |   |

| 9160 - Drug Prevention  |   |                          |               |                              | Total PHDEP Funding: \$109,120 |   |   |
|---|---|--------------------------|---------------|------------------------------|--------------------------------|---|---|
| Goal(s)   | 3% drop in rate of referral to juvenile justice system of HACSA youth                                     |                          |               |                              |                                |   |   |
| Objectives  | Offer variety of barrier-free, no-cost activities that educate and provide alternatives for at-risk youth |                          |               |                              |                                |   |   |
| Proposed Activities   | # of Person<br>s<br>Served  | Target<br>Population     | Start<br>Date | Expected<br>Complete<br>Date | PHDEP<br>Funding               | Other<br>Funding<br>(Amount<br>/Source) | Performance Indicators                                  |
| 1. Youth substance abuse education and recreational/cultural programs | 674   | Age-eligible youth       | 01/02         | 12/03                        | 72,485                         | 239,069                                 | 51% of age-eligible youth participate in PHDEP programs |
| 2. PHDEP coordination   | 1,292   | Public Housing residents | 01/02         | 12/02                        | 32,635                         |   | 12 months of program coordination through HACSA staff   |
| 3. Scholarships to Lane Community College                             | 618   | Public Housing residents | 01/02         | 12/02                        | 4,000                          |   | Enroll 20 residents in LCC classes                      |

| 9170 - Drug Intervention   |  |                         |            |                        | Total PHDEP Funding: \$4,460 |                                |   |
|----------------------------|--|-------------------------|------------|------------------------|------------------------------|--------------------------------|---|
| Goal(s)                    | Provide 64 hours of group and individual counseling to Public Housing residents & families |                         |            |                        |                              |                                |   |
| Objectives                 |  |                         |            |                        |                              |                                |   |
| Proposed Activities        | # of Person<br>s<br>Served   | Target Population       | Start Date | Expected Complete Date | PHEDEP Funding               | Other Funding (Amount /Source) | Performance Indicators  |
| 1. Confidential counseling | 1,292  | Public Housing families | 01/02      | 12/02                  | \$4,460                      |                                | Provide minimum of 64 hours of no-cost, confidential counseling |
| 2.                         |  |                         |            |                        |                              |                                |   |
| 3.                         |  |                         |            |                        |                              |                                |   |

| 9180 - Drug Treatment |                            |                      |               |                              | Total PHDEP Funding: \$ |   |                        |
|-----------------------|----------------------------|----------------------|---------------|------------------------------|-------------------------|---|------------------------|
| Goal(s)               |                            |                      |               |                              |                         |   |                        |
| Objectives            |                            |                      |               |                              |                         |   |                        |
| Proposed Activities   | # of Person<br>s<br>Served | Target<br>Population | Start<br>Date | Expected<br>Complete<br>Date | PHEDEP<br>Funding       | Other<br>Funding<br>(Amount<br>/Source) | Performance Indicators |
| 1.                    |                            |                      |               |                              |                         |   |                        |
| 2.                    |                            |                      |               |                              |                         |   |                        |
| 3.                    |                            |                      |               |                              |                         |   |                        |

| 9190 - Other Program Costs |                               |                      |               |                              | Total PHDEP Funds: \$ |   |                        |
|----------------------------|-------------------------------|----------------------|---------------|------------------------------|-----------------------|---|------------------------|
| Goal(s)                    |                               |                      |               |                              |                       |   |                        |
| Objectives                 |                               |                      |               |                              |                       |   |                        |
| Proposed Activities        | # of<br>Person<br>s<br>Served | Target<br>Population | Start<br>Date | Expected<br>Complete<br>Date | PHEDEP<br>Funding     | Other<br>Funding<br>(Amount<br>/Source) | Performance Indicators |
| 1.                         |                               |                      |               |                              |                       |   |                        |
| 2.                         |                               |                      |               |                              |                       |   |                        |
| 3.                         |                               |                      |               |                              |                       |   |                        |

### **Section 3: Expenditure/Obligation Milestones**

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

| <b>Budget Line Item #</b>          | <b>25% Expenditure of Total Grant Funds By Activity #</b> | <b>Total PHDEP Funding Expended (sum of the activities)</b> | <b>50% Obligation of Total Grant Funds by Activity #</b> | <b>Total PHDEP Funding Obligated (sum of the activities)</b> |
|------------------------------------|---|---|--|--|
| <i>e.g Budget Line Item # 9120</i> | <i>Activities 1, 3</i>                                    |   | <i>Activity 2</i>  |  |
|                                    |   |   |  |  |
| 9110                               | Activity 1  | 11,500  |  | 46,000   |
| 9120                               |   |   |  |  |
| 9130                               |   |   |  |  |
| 9140                               |   |   |  |  |
| 9150                               |   |   | Activity 1   | 2,710  |
| 9160                               | Activities 1, 3   | 19,121  | Activity 2   | 32,635   |
| 9170                               |   |   | Activity 1   | 4,460  |
| 9180                               |   |   |  |  |
| 9190                               |   |   |  |  |
|                                    |   |   |  |  |
| <b>TOTAL</b>                       |   | \$28,121  |  | \$85,805   |

### **Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

SUBSTANTIAL DEVIATIONS  
TO THE AGENCY'S ANNUAL PLAN

OCTOBER 1, 2000 - SEPTEMBER 30, 2001

Substantial Deviations are defined as deviations to the annual plan that would require the Agency to seek public comment on the proposed changes.

1. Changes to Section 8 or Public Housing Admission Policies.
2. Significant dollar or work item changes to Comp Grant (Capital Fund). Significant dollar change to be defined as more than 10% of the total annual grant. Moving a work item from one year to another will not be considered a significant change even if that change produces a dollar change over 10%.
3. Three or more findings on the Agency audit.
4. Any change with regard to demolition or disposition, designation, homeownership programs, or conversion activities.